

Topic: The Start of a New School Year. Are you ready?

With the beginning of a new school year, we here at OnSite thought it would be a good idea to provide you with a checklist to make sure that you are ready for the year. Below is a list of things you might want to check on to make sure you are up to date for the school year:

Asbestos Public Notice- Did your public notice make it into the student and teacher handbooks? Make sure to get a copy of the public notice and place it in your Asbestos Management Plan behind the "Public Notice" tab. Remember, even if you have a campus that is asbestos free, you still have to put out a public notice to let the public know there is a plan in place.

Asbestos Two Hour Awareness Training- Make sure all new employees have been through the required asbestos awareness training. Put records in your Asbestos Management Plan behind the "Employee Training" tab. If you have some employees who have fallen through the cracks, now is a good time to get them trained as well.

Asbestos Management Plans at each campus- Make sure each campus has a copy of the asbestos management plan for that campus. Sometimes these get thrown away, so make sure the office staff at the campus knows what the book is and that it must not be discarded.

Did you complete and return your six month surveillance forms that were sent out in June?

New Campuses- Are the new campuses or buildings added to the Asbestos Management Plan? Make sure all new buildings are included in the Asbestos Management Plan.

IPM Public Notice- Did your public notice make into the student and teacher handbooks? If not, try to get something out to the students, parents and employees soon.

IPM Notebook Updates- Make sure all licenses of applicators are current and if there needs to be any changes, make them. This is also a good time to conduct a thorough walk-through investigation to look for mechanical means for excluding pests.

With the beginning of school comes FOOTBALL. Make sure you have a safe and healthy turf for your teams, and check the stadium at least a couple of days prior to the game for bees and wasps. Make your applications days before the game instead of hours.

Update your phone number lists- Make sure all the numbers and names on the lists are current and that the numbers are still the same.

Update your HAZCOM plan- Make sure you have records of your annual HAZCOM training class, and go through your MSDS's for all products in the district. Add new MSDS sheets and remove the old ones.

Blood Born Pathogen Training- Make sure that all employees that need the BBP training have received it and that you have kept records on this.

► *Training News:*

OnSite is again going to have a full schedule of training classes for the 2008-09 school year. We encourage our members to take full advantage of their membership and come to as many free training classes as possible. If you came last year, maybe find someone else on staff or in your district who you believe would benefit from the training classes. A training schedule is attached with this newsletter. To enroll simply call and sign-up for the class you want, please try to register early because the classes do fill up quickly.

Here are some course descriptions for what classes are available:

◆ **Asbestos Designated Person Training:**

Addresses areas defined in the AHERA regulations for those responsible for the school district's asbestos program. Topics covered include asbestos detection, identification, and assessment; health effects associated with asbestos exposure; control options; and management plan components.

◆ **Integrated Pest Management Coordinator Training:**

This course meets the requirements outlined by the Texas Structural Pest Control Services for training a school district's Integrated Pest Management (IPM) Coordinator. Topics include regulatory requirements, administration of IPM in school pest control programs, principles of IPM, and pesticide safety practices.

◆ **Indoor Air Quality Training:**

Designed to help school officials manage indoor air quality complaints and concerns in a timely manner. Attendees receive information necessary to establish an indoor air quality management plan as well as discuss current IAQ legislation and regulation.

◆ **Environmental/Facilities Regulatory Compliance:**

An in-depth look at all environmental regulations that effect schools and how to maintain compliance with the regulations. Topics include: above ground storage tanks, backflow prevention testing, playground safety and many more.

◆ **Grounds Management:**

This course examines the proper practices in landscaping and grounds maintenance. Topics will include: soil moisture management, irrigation management, grading, soil amendments, nutrition plans, annual agronomy calendars, sports turf management, and equipment suggestions and maintenance.

◆ **Hazardous Materials Coordinator:**

This course offers assistance in the classification and inventory of waste management, recording and submitting quantity reports, and other issues regarding compliance with applicable federal and state agencies.

◆ **Asbestos O & M Contractor:**

This two-day course includes how to clean up asbestos spills and repair damaged asbestos-containing materials. Attendees are also trained in the proper use of respirators, protective clothing, HEPA vacuums and repair procedures, as well as personnel air monitoring procedures, fit-testing protocols, setting up mini-enclosures and regulated areas, and personal decontamination procedures.

◆ **RFCI flooring Removal Certification:**

This two-day course teaches and certifies individuals as RFCI (Resilient Floor Covering Institute) Supervisors, and allows them to remove certain types and amounts of resilient flooring using approved methods. Certification is good for one year, and must be renewed annually with a four hour refresher class. Since this class includes a certification from the RFCI, the class is not free, but prices are competitive and refresher trainings are also available. Classes are taught throughout the state, and a copy of the tentative training schedule is attached.

➤ **Department News:**

OnSite wants your feedback.

◆ In the next few weeks the TASB Planning and Research Department will be e-mailing out an OnSite Services customer satisfaction survey. Please take the time to fill this out. Your opinions and input are extremely important to us as we strive to offer the services and expertise that your district needs.

◆ Would you or your district be interested in assistance from OnSite in utility bill auditing, tracking, and reporting? If so please contact Melissa Coats at OnSite, 1-800-580-8272 ext. 2024 or at melissa.coats@tasb.org.

As always please feel free to share our newsletter with others within your district or other districts that are not members of the OnSite group. If you have any questions, please call us at 1-800-580-8272 ext. 4154 or e-mail us at onsite@tasb.org.